



## Application for the Utah State Office of Education Geography Endorsement

This endorsement is attached to an Educator License with an Elementary, Secondary or Special Education area of concentration. A person with an Educator License who completes the requirements for a Geography Endorsement will receive an endorsement allowing them to teach Geography courses.

### Applicant Information

Name \_\_\_\_\_ Date submitted \_\_\_\_\_

Cactus ID (preferred) \_\_\_\_\_ or SSN \_\_\_\_\_

District \_\_\_\_\_ School \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Email \_\_\_\_\_

City State Zip

**Check One:** ☐ This is an application for the Geography Endorsement (see below)  
☐ This is an application for a State Approved Endorsement Plan (SAEP) for the Geography Endorsement (see page 2)

### There are two ways to earn a Geography Endorsement.

1. Complete all required university or college coursework with a grade of "C" or better recorded on a transcript, or other USOE approved professional development courses recorded in CACTUS, and successful passage of Praxis II test.
2. Demonstrated Competency.

### Instructions for Completing and Submitting the Application

1. Fill in the Applicant Information (above) and check the courses completed that satisfy each of the Requirements (see pages 3, 4).
2. For university courses, attach original transcripts (internet transcripts are not acceptable), with courses highlighted. For professional development courses, attach a copy of the CACTUS report, with courses highlighted. In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education." If this is the case, submit either a syllabus from the course or a letter from the instructor or department verifying that the course meets the requirement.
3. Print the Geography Endorsement Checklist and check completed coursework.
4. Send the Application Form, highlighted transcript, and the Endorsement Checklist with a \$40.00 processing fee to:

For **completed** endorsements:

Utah State Office of Education  
Attn. Janet Strong  
Educator Quality & Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200

**For Further Information contact:** Tom Sutton, Social Studies Specialist-- [tom.sutton@schools.utah.gov](mailto:tom.sutton@schools.utah.gov)

### **State Approved Endorsement Program (SAEP)**

1. An approved SAEP for the Geography Endorsement allows a secondary teacher to teach Geography classes while working on the endorsement.
2. The applicant has two years from the date the SAEP is approved to complete all requirements for the endorsement (see pages 3, 4).
3. The applicant must have a minimum of nine hours toward the endorsement before applying for the SAEP. (The applicant must document the minimum of nine hours on this application by attaching an official transcript as evidence.)

### **Submitting the Application**

1. Print and complete the Endorsement Application Form (page 1).
2. The processing fee is \$40.00.
3. Attach official Transcript(s) and/or CACTUS printouts with the relevant courses highlighted. Internet transcripts are not acceptable.
4. Send the completed application, official transcripts, and processing fee to:

**For State Approved Endorsement Program (SAEP) (paid by district or charter school):**

Office of Education  
Attn: Stephanie Ferris  
Utah State Office of Education  
Educator Quality & Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200

**For Further Information contact:** Tom Sutton, Social Studies Specialist-- [tom.sutton@schools.utah.gov](mailto:tom.sutton@schools.utah.gov)

## Geography Endorsement Checklist

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

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### 1. Physical Geography

- ☐ BYU GEOG 101 Introduction to Physical Geography
- ☐ SUU GEOG 1000 Introduction to Physical Geography
- ☐ SUU GEOG 1005 lab
- ☐ U of U GEOG 1000 Introduction to Physical Geography
- ☐ USU GEOG 1000 Introduction to Physical Geography
- ☐ USU GEOG lab for GEOG 1000
- ☐ UVU (none listed)
- ☐ WSU GEOG PS/SI 1000 Natural Environments
- ☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

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### 2. World/Human Cultural Geography

- ☐ BYU GEOG 120 World Geography
- ☐ BYU GEOG 130 Introduction to Human Geography
- ☐ SUU GEOG 1300 World Regional Geography
- ☐ U of U GEOG 1300 World Regional Geography
- ☐ U of U GEOG 1400 Human Geography
- ☐ USU GEOG 1300 World Regional Geography
- ☐ USU GEOG 1400 Human Geography
- ☐ UVU (none listed)
- ☐ WSU GEOG SS/DV1300 Places and Peoples of the World
- ☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

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### 3. Utah Geography

- ☐ BYU GEOG 245 Geography of Utah
- ☐ SUU GEOG 3600 Geography of Utah
- ☐ U of U GEOG 3600 Geography of Utah
- ☐ USU (none listed)
- ☐ UVU (none listed)
- ☐ WSU (none listed)
- ☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

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**4. Specialized Geography Course**

- ☐ BYU  
☐ SUU  
☐ U of U  
☐ USU  
☐ UVU  
☐ WSU  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_  
Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_  
University \_\_\_\_\_

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**5. Specialized Geography Course**

- ☐ BYU  
☐ SUU  
☐ U of U  
☐ USU  
☐ UVU  
☐ WSU  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_  
Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_  
University \_\_\_\_\_

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**6. Teaching Methods in Social Studies**

- ☐ BYU SC ED 377R (Secondary)  
☐ BYU EL ED 365 (Elementary)  
☐ SUU SOSC 4900 (Secondary)  
☐ SUU ELED 3490 (Elementary)  
☐ SUU 4900 (Teaching Methods in Geography)  
☐ U of U GEOG 5700 (Teaching Methods in Geography)  
☐ U of U TL 5380 Teaching Methods in Social Studies)  
☐ USU SCED 3500  
☐ USU GEOG 4800 (Teaching Methods in Geography)  
☐ UVU HIST 4250 (Secondary)  
☐ UVU EL ED 4530 (Elementary)  
☐ WSU HIST 4500  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_  
Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_  
University \_\_\_\_\_

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**6. Praxis Test**

☐ 0920

Date Taken \_\_\_\_\_  
Score \_\_\_\_\_